

Nothing contributes so much to tranquilize the mind as a steady purpose-- a point on which the soul may fix its intellectual eye. -
Mary Shelley

28th Annual Training Program

Sponsored by

Space Coast Chapter, Federally Employed Women



Invest a FEW hours for a Better You!



Wednesday, February 28, 2007
repeated on
Thursday, March 1, 2007
at the Holiday Inn, Cocoa Beach, Florida

Don't miss this exciting conference filled with career-boosting insights and knowledge for attendees of all ages.

2007 Annual Training Program Schedule of Events

8:00 a.m. – 4:00 p.m. **EXHIBITS OPEN**

(Be sure to visit the Speakers at their table in the Exhibit Area along with all the exciting products and services offered by our exhibitors.)

8:00 a.m. – 9:00 a.m. **REGISTRATION**

(Complimentary Continental Breakfast provided in the Main Ballroom)

9:00 a.m. – 10:00 a.m. **OPENING SESSION - (Main Ballroom-downstairs)**

Welcome – Connie Dobrin, 2007 Seminar Chair

Presentation of the Colors - ROTC Color Guard

Welcome – Sandra Eliason, President, Space Coast Chapter

Welcome – Dr. Leon Beeler, Mayor of Cocoa Beach

What FEW is doing for you - Legislative Issues Supported by FEW - Marie Argana, Past National FEW President

Introduction of Workshop Speakers – J. Leigh Moore, Wanda Bethea, Nancy Lewis and Ameriprise Representative

10:30 a.m. – 12:15 p.m. **Morning Session – Normal is Gone and It Won't be Back (Coping with & Embracing Change) –** Janie Walters, Madison, Mississippi *(Upstairs Classroom Area)*

12:30 p.m. – 1:30 p.m. **NETWORKING LUNCHEON - (Main Ballroom - downstairs)**

2:00 p.m. – 4:00 p.m. **AFTERNOON SESSION (Go to workshop of your choice)**

- A. *“Changing of the Guard” - J. Leigh Moore, Atlanta, GA*
- B. *“Discover Your Positive Strengths & Improve Workplace Opportunities” -Dr. Wanda Bethea, Melbourne, FL*
- C. *“No More Excuses: Take Charge of Your Career” - Nancy J. Lewis, Fayetteville, GA*
- D. *“Retirement: Planning Beyond the Numbers and Strong Women, Powerful Financial Strategies Seminar” -Janet Burke, Orlando, FL*

WORKSHOP AND TRAINER DESCRIPTIONS

MORNING SESSION: 10:30 a.m. – 12:15 p.m. (Upstairs Classroom Area)

“Normal is Gone and It Won’t Be Back (Coping with and Embracing Change)” – Janie Walters, Madison, Mississippi Life is changing in America faster than “the speed of fax.” Dazed by this whirling world of change, many people are looking for the time when things will get back to normal. Call off the search! NORMAL IS GONE AND IT WON’T BE BACK. At a time when others, in fear, may be cutting back their activities, Janie Walters encourages participants to embrace change by understanding their options during change and the realities of change, and by utilizing powerful techniques which help us maneuver through change.

Janie Walters is an award-winning human communications specialist. She’s a master teacher with more than 25 years experience teaching interpersonal communications, public speaking, debate, leadership, and theater at the high school and college levels. Janie is currently a professional speaker and corporate trainer, performing for more than 650 national, state and local conferences, including the FEW National Convention, the Family, Career and Community Leaders of America 2002 National Conference, the National Kidney Foundation, and the Girls Scouts National Product Sales Conference. Janie Walter is the Author of two books: a devotional book titled *Develop the Habit of Joy*, and the book titled *Blow a Bubble Not A Gasket: 101 Ways to Reduce Stress and Add Fun To Your Life*.

AFTERNOON SESSIONS: 2:00 p.m. – 4:00 p.m.

A. **“Changing of the Guard – J. Leigh Moore, Atlanta, GA.** For the first time in U. S. history, we have 4 generations in the workplace – Traditionalists, Baby Boomers, Gen-X, and Gen-Y – 4 groups with 4 sets of collective life experiences that have flavored their perceptions, beliefs, attitudes and dreams!

Generational diversity affects our workplaces. The unique experiences of these generations can create age discrepancies but value differences, gender issues, tension between cultures and problems with team building and active participation in the work environment. The events in members’ lives and how they are perceived mold unique work attitudes. The key to building a collaborative work force is to gain an understanding of the different generations and how they interact.

Join us for this informative, interactive and fun workshop that will help you understand some of your management challenges, appreciate what your co-workers bring to the table, unravel some of the generational differences and gain clarity about your own perspective!

Leigh Moore, President of Bridge Career Management, Inc. is a Career Coach and Trainer with more than 15 years’ experience in human resources, career coaching, performance improvement and classroom facilitation.

As a Career Coach and Outplacement Consultant, Leigh is well versed in all aspects of career exploration and transition, hiring practices, job offer evaluation/negotiation and salary determination. In addition, Leigh is a Certified Professional Resume Writer & Certified Federal Job Search trainer and was featured on WGST Radio 640 Atlanta in March 2003 and July 2004 and in the Atlanta Journal Constitution in June 2003, regarding the federal job search process.

B. “Discover Your Positive Strengths & Improve Workplace Opportunities” - Dr. Wanda Bethea, Melbourne, FL Women and men can “re-craft” their jobs/careers and improve their workplace opportunities by identifying and using their 5 top character strengths daily. The “new” science of positive emotions, traits, and institutions, with its origin in the Positive Psychology movement and recognized by the Gallup organization and similar companies, indicates that most people have six positive “core” areas of strength (Wisdom & Knowledge, Courage, Humanity, Justice, Temperance and Transcendence). The “new” science research demonstrates that within those primary areas there are 24 positive “character” strengths including, but not limited to, ingenuity, love of learning, perspective, perseverance, integrity, teamwork, equity, prudence, future-mindedness, zest and sense of purpose. Several strengths are most related to work/life satisfaction. People in the workplace (regardless of age, job/career or years employed) can develop and grow professionally by discovering their positive strengths and using those strengths (particularly their top 5) in different ways each day. As a result, employed individuals can flourish, improve sustainable opportunities and experience a more “engaged and meaningful” work experience.

Participants attending this 2-hour workshop will benefit in the following ways: (1) Learn about strengths and the ones most related to work/life satisfaction (2) Complete a Strengths Questionnaire, (3) Identify top 5 strengths (4) Learn how to use top 5 strengths in new and different ways to enhance workplace experiences (5) Explore the process of “re-crafting” a job into a more “engaged & meaningful” experience and (6) Develop a “mini” developmental plan to improve workplace opportunities.

Dr. Wanda Bethea holds three Master degrees and a Doctorate in psychology from Columbia University in New York City. She is an executive and personal coach, motivational speaker, psychologist and columnist. She specializes in working with people to increase their peak performance and social intelligence in order to enhance their professional opportunities. Dr. Bethea is committed to helping people transcend “roadblocks” and “blind spots” in work and life. She has an adjunct faculty position in the Psychology departments at FIT and Webster University in Florida. Dr. Bethea also writes a monthly newspaper column called “Ask Dr. Bethea” in the “About Me” magazine section for Women in Florida Today. She is a graduate of Leadership Brevard Class 2006 and is a member of the American Association of University Women. She has been invited to China to participate in an educational exchange with her counterparts in higher education. The delegation will leave in May 2007.

C. No More Excuses: Take Charge of Your Career – Nancy J. Lewis, Fayetteville, GA – What dreams are you sitting on? What goals have gone unfulfilled in your career? What have you quit trying to do because it seems so hard? Who are you blaming for the lack of your career success? This session will explore strategies for taking charge of your career. This session will challenge you to take action and quit making excuses for where your career is currently. What are you willing to do to have what you want in your career? In order to have a successful career, you have to make choices and be willing to do things the average person is not willing to do. This interactive session will encourage you, empower you, and inspire you to take charge of your career. You will leave this session with practical wisdom, insight, and ideas that will equip you for taking your career to the next level.

Nancy J. Lewis is a leading motivational speaker, trainer, author, and business coach based in Fayetteville, Georgia. Nancy is the president of Progressive Techniques, Inc. where the theme of her organization is “Developing a Better YOU!” Some of Nancy’s keynote and seminar topics include diversity, leadership, customer service, and personal enrichment. Nancy is a

member of the National Speakers Association, Society for Human Resource Management and Worldwide Association of Business Coaches and is active in her community and church. Nancy is married to Rev. Kevin Lewis and they have three sons.

D. Retirement: Planning Beyond the Numbers and Strong Women, Powerful Financial Strategies Seminar – Janet Burke, Orlando, FL

“RETIREMENT: PLANNING BEYOND THE NUMBERS”

Retirement: It’s like being 18, only with money. We’ll explore issues like:

- Defining your dreams for retirement
- Envisioning the life you hope to live in retirement
- Retiring TO something rather than retiring FROM something.

“STRONG WOMEN – POWERFUL FINANCIAL STRATEGIES”

Take control of your financial future.

We’ll explore issues like:

- Why the rules of financial planning are different for women
- How large a nest egg you may need for retirement
- Investment behaviors

These seminars can help you:

- Identify your goals
- Organize and achieve your financial goals
- Understand asset allocations and diversification

Janet Burke of Ameriprise Financial has been in the “investment arena” for 25 years. She worked for various Wall Street firms since she graduated from college and holds a business degree from Hofstra University located on Long Island in New York. She worked herself up the “Wall Street” ladder and has been through the ups and downs of the stock market and the economy. She has “lived to tell the tale.” Janet has been with Ameriprise Financial since 2005. As an Ameriprise financial advisor she believes success should be measured not just by your financial well-being, but by how confident you feel about your future.

GENERAL INFORMATION

Name Badges

All seminar participants are requested to wear a name badge. Space Coast Chapter FEW members working at the seminar can be identified by various colored ribbons hanging from their name badges. If you need assistance, please look for one of them.

Messages

A message board will be set up in the hotel lobby. You can check for messages there. However, if an emergency message comes in, every effort will be made to locate you. The number for the Holiday Inn in Cocoa Beach is 321-783-2271.

Smoking

Smoking is prohibited anywhere inside the hotel during the seminar.

Exhibits

Don't miss the exhibits located on the 2nd floor in the "Bird" Rooms; see the Schedule of Events for times.

Restrooms

Restrooms are located upstairs near the meeting rooms, across the walkway and down the hallway from the ballrooms. They are also located downstairs off the lobby. There are no scheduled breaks during the workshops. If you need to leave during the programs, please feel free to do so and return quietly.

And Remember...

- ☐ Layer your clothing or bring a sweater or jacket to ensure your comfort
- ☐ No audio or video recording, please
- ☐ PLEASE put your cell phone on "quiet" or turn off

FEW Membership Table: Attention Non-Members

You can benefit from the programs and activities of FEW for 365 days a year by belonging to the organization that is sponsoring this seminar – Space Coast Chapter of Federally Employed Women (FEW). For further information, visit the Membership Desk located outside the meeting rooms. Membership is open to ALL – women and men, civil service and contractor employees, public and private sector.

How to Register

Send a completed registration form for each attendee with Registration information and full payment or purchase order information. You are **NOT required to pre-select** workshops. Seating will be available on a first come, first seated basis. The morning session will be auditorium style in the upstairs classroom area. Once the afternoon workshop room has reached its safety limit, you must select another workshop. For multiple attendees use the last sheet with Registration information and full payment or

purchase order information. In order to return a confirmation of enrollment, *Training Contact information must be included on the registration form and forms must be in by February 16, 2007. No confirmations will be sent after February 16, 2007.*

Return Registration Form with payment/purchase order via one of these methods: Internal Kennedy Space Center mail to IDI-001/Johanna Velasquez *Or* postal mail to Federally Employed Women, Inc., Attn: 2007 Seminar Registration, P.O. Box 21201, KSC, FL 32815 *OR* fax to 321-861-8895, *Or* email to bekyjf@yahoo.com

A vegetarian meal will be available if requested in advance on the registration form.

For additional information, contact Registration Committee members, Becky Fasulo, 636-8525, Karin Biega, 784-2890, or Sandy Eliason, 861-9309.

Tuition

\$99 per participant includes the opening session, the morning workshop session, your choice of one afternoon workshop, a complimentary continental breakfast and a networking luncheon.

Substitutions and Cancellations

Substitutions may be made at any time —

Contact Becky Fasulo, Karin Biega, Vickie Hall or Dawn Partlow (see above).

Cancellation Policy:

A full refund will be extended for cancellations received in writing and postmarked by **February 16, 2007**. No refunds will be granted for cancellation requests received after February 16, 2007; however substitutions will be allowed. Cancellations must be faxed to: FAX 861-8995 or e-mail to: beckyjf@yahoo.com .

REGISTRATION FORM

(Photocopies are acceptable)

Registrant Information

| | |
|------------|---------------|
| Name: | Phone Number: |
| Mail Code: | Fax Number: |

I will attend on the following day: (Circle Choice)

Wednesday, February 28, 2007 **or** Thursday, March 1, 2007

MEAL OPTION: I request the vegetarian meal option for lunch ☐ Yes ☐ No

Agency/Company & Training Contact Information

| | |
|--|---|
| Agency or Company Name: | Training Coordinator and Mail Code : |
| Billing Address: Street: City, State, Zip: | Training Coordinator Phone # (work): |
| Training Coordinator's E-mail Address: | Training Coordinator Fax #: |

METHOD OF PAYMENT

Total Amount Due: \$99 x = \$ (If you have more than one person attending with the same form of payment, please attach the Multiple Registrant's Registration Form)

Please check one:

- ☐ Cash or Check # , payable to FEW
- ☐ Purchase Order attached, PO #
- ☐ Charge to the following Credit Card: **VISA or Master Card only** Zip Code for Card

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| Card Type | | | | Account Number | | | | | | | | Expiration Date | | | | | | |

Card Holder's Name & Fax # [please print]

Card Holder's Signature _____

REGISTRATION FORM FOR MULTIPLE REGISTRANTS With Same Payment Type

- ☐ Cash or Check # , payable to FEW
☐ Purchase Order attached, PO #
☐ Charge to the following Credit Card: **VISA or Master Card only** Zip Code for Card

Credit Card Information

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| Card Type | | | | Account Number | | | | | | | | | | | | Expiration Date | | | | |

Card Holder's Name and Fax # [please print]

Card Holder's Signature_____

Agency/Company & Training Contact Information

| | |
|--|---|
| Agency or Company Name: | Training Coordinator and Mail Code : |
| Billing Address: Street: City, State, Zip: | Training Coordinator Phone # (work): |
| Training Coordinator's E-mail Address: | Training Coordinator Fax #: |

Attendees and Selections

[illegible]